



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

## INFORMATIONAL LETTER NO.1087

**DATE:** January 12, 2012

**TO:** Iowa Medicaid Case Managers, Targeted Case Managers, and Service Workers

**FROM:** Iowa Department of Human Services, Iowa Medicaid Enterprise (IME)

**RE:** Certificate of Medical Necessity for Home and Community Based Waiver Prior Authorization

**EFFECTIVE:** October 1, 2011

The Iowa Medicaid Enterprise has completed the revision of the Certificate of Medical Necessity forms for Waiver Prior Authorization based on input from field staff. The forms are posted on the IME website at: <http://www.ime.state.ia.us/HCBS/HCBSindex.html>.

The revised Certificate of Medical Necessity forms include:

- Common language across forms while removing duplication,
- Criteria questions specific to each service,
- Narrative description field for additional specific information related to criteria questions and rationale for the request, and
- Identification of necessary documentation.

The revised forms were effective October 1, 2011, and may be utilized immediately. The revisions are intended to improve understanding of necessary information and reduce requests for additional information. Providing complete information as outlined on the form and documentation related to the member's current medical needs is appreciated.

Please refer to Informational Letter No. 1035 for specific information regarding Waiver Prior Authorization for Home and Vehicle Modification, Assistive Devices, and Environmental Modification Items costing \$50.00 and under.

The IME appreciates your partnership as we work together to serve the needs of Iowa Medicaid members. If you have any questions please contact the IME Provider Services Unit at 1-800-338-7909, locally in Des Moines at 515-256-4609 or email at [imeproviderservices@dhs.state.ia.us](mailto:imeproviderservices@dhs.state.ia.us).